

**EXHIBIT A TO OFFER TO PURCHASE -- CITY OF MILWAUKEE SCOPE OF WORK**

**Scope of Work for Property Located at:** 812 East Conway Street

**Property is:** Single Family ☒ Duplex ☐ Other ☐

**Date:** 8/16/2017 **OCCUPIED** ☐ **VACANT** ☒

City prepared this Scope upon visual inspection only, for limited purpose. City does not warrant content or conclusions, and is not responsible for errors, omissions, or discovery of conditions that are or may constitute defects or concerns

**ESSENTIAL REPAIRS.** All buyers must complete Essential Repairs and obtain "Essential Repair Verification Form" before people may reside at the property.  
If property at closing is occupied by a tenant of the City, they may continue occupying if (A) no Essential Repairs are needed, or (B) Buyer has completed Essential Repairs and obtained an "Essential Repair Verification Form."

Location	Required Work	Note/Comments	Cost
Entire Building	Structural Violations	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing HVAC	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Plumbing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Electrical	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Egress	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Smoke Alarm	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 1 needed on each floor including basement	\$ 150.00
	Defective/Missing CO Alarm	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 1 needed on each floor including basement	\$ 75.00
	Defective/Missing Roof (Major)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Missing Window(s)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Missing Exterior Door(s)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Other	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$

**OTHER REPAIRS** (Exterior & Interior). Buyer is notified that the following are code violations that must be addressed and are subject to Department of Neighborhood Services (DNS) enforcement.

**Exterior Condition Report**

Location	Required Work	Note/Comments	Cost
Site	Landscaping	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Cut back tree branches on garage roof	\$ 250.00
	Steps/Handrails	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Service walks	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Fencing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Parking	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Retaining walls	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Other	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Other	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
Garage	Singles: repair	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Shingles: Roof over existing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Shingles:Tear off & re-roof	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	\$ 2,500.00
	Gutters/downspouts	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	\$ 500.00
	Flashing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Eaves	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Siding	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Doors	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	\$ 1,200.00
	Windows	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Slab	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Paint	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Previously painted wood surfaces	\$ 600.00
	Other	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Address numbers required facing alley	\$ 25.00
	Other	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No access to interior at time of inspection	\$

**Porches**

Roof	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Deck-upper	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Deck-lower	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Steps/handrails	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Patch holes in concrete steps	\$ 250.00
Ceiling	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Guardrails	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Missing on west side, defective on east side	\$ 900.00
Structural	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Paint	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$

**House**

Chimney	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Shingles: repair	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Shingles: Roof over existing	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Shingles:Tear off & re-roof	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>		\$ 7,500.00
Gutters/downspouts	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>		\$ 1,000.00
Flashing	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Eaves	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Repairs assorted areas	\$ 500.00
Siding	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Repairs assorted areas	\$ 500.00
Storm Doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Prime ("main") Doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Storm Windows	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Where broken or missing including basement windows	\$ 600.00
Prime ("main") Windows	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Paint	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Previously painted wood surfaces	\$ 250.00
Foundation	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Electrical	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$

**Exterior: Estimated Cost:\*** **\$ 16,800.00**

\*average contracted cost. Actual costs may vary. Self help will reduce the amount.

## Interior Condition Report

Unit: Entire unit (single family) ☒  
Upper unit of duplex ☐

Lower unit of duplex ☐  
Other ☐

### Mechanical Heating

#### Required Work

Repair/replace boiler	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair radiation	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair/replace furnace	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair ductwork	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Replace thermostat	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair/replace grilles	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Tune Furnace, New Filter	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	300.00

### Electrical

Repair/replace receptacles	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Replace laundry area outlet with GFI	\$	100.00
Repair/replace switches	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace fixtures	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Upgrade service	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Yes		Secure loose wiring and open junction box in attic	\$	150.00
Other	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Permit	\$	85.00

### Plumbing

Repair/replace kitchen sink	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace kitchen sink faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace tub	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace tub faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace toilet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace lavatory	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace lavatory faucet	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>		\$	150.00
Repair/replace wash tub	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace wash tub faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Unclog piping:	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair drain/waste/vent piping	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair water piping	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Repair/replace water heater	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>		\$	

**Windows**

Replace broken glass	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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Repair or replace sash	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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**Doors**

Repair or replace doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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Repair or repl. locks/latches	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Missing hardware @ 2nd floor bath door	\$	75.00
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**Walls/Ceilings**

Repair or repl. @ defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Repair tub access panel	\$	100.00
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**Paint**

Repair or repl. @ defective	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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**Fire Safety**

Install smoke/CO alarm:bsmt.	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	See essential repairs	\$
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Install smoke/CO alarm: 1st flr.	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	See essential repairs	\$
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Install smoke/CO alarm: 2nd flr.	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	See essential repairs	\$
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**Handrails**

Repair/replace defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Install where missing	\$	375.00
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**Stairs**

Repair defective	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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**Floors**

Repair defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Loose/missing tiles assorted areas	\$	300.00
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**Other**

	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	Replace dryer vent with rigid metal	\$	150.00
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	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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<b>Interior: Estimated Cost:</b>	<b>\$</b>	<b>1,785.00</b>
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<b>Total Exterior and Interior Cost:*</b>	<b>\$</b>	<b>18,585.00</b>
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\*average contracted cost. Actual costs may vary. Self help will reduce the amount.

**Inspected by: Jeff Sporer**

**Date: 8/16/2017**

**Self Help**

Work listed as "self help" means the cost estimate includes only the cost of the materials, not labor or equipment.

**Important Information Regarding Permits**

All plumbing, heating, electrical, and structural repairs require permits before work can start.

Permits are obtained at the Development Center located on the first floor of 809 N. Broadway.

Licensed contractors must do the above work, although owner occupants *may* be eligible to do maintenance work and structural/carpentry repairs.

Owner occupants *may* be eligible to do plumbing work on the unit they live in, but check with the plumbing inspector first.

Generally, minor carpentry repairs, plaster patching, and painting do not require permits.

Anyone disturbing painted surfaces must assume they contain lead paint if the home was built before 1978. Contractors must be licensed to do lead abatement and must obtain a permit. Permits are obtained from the Health Department, located at 7630 W. Mill Road.